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DDA 84-0046/45
16 November 1984

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

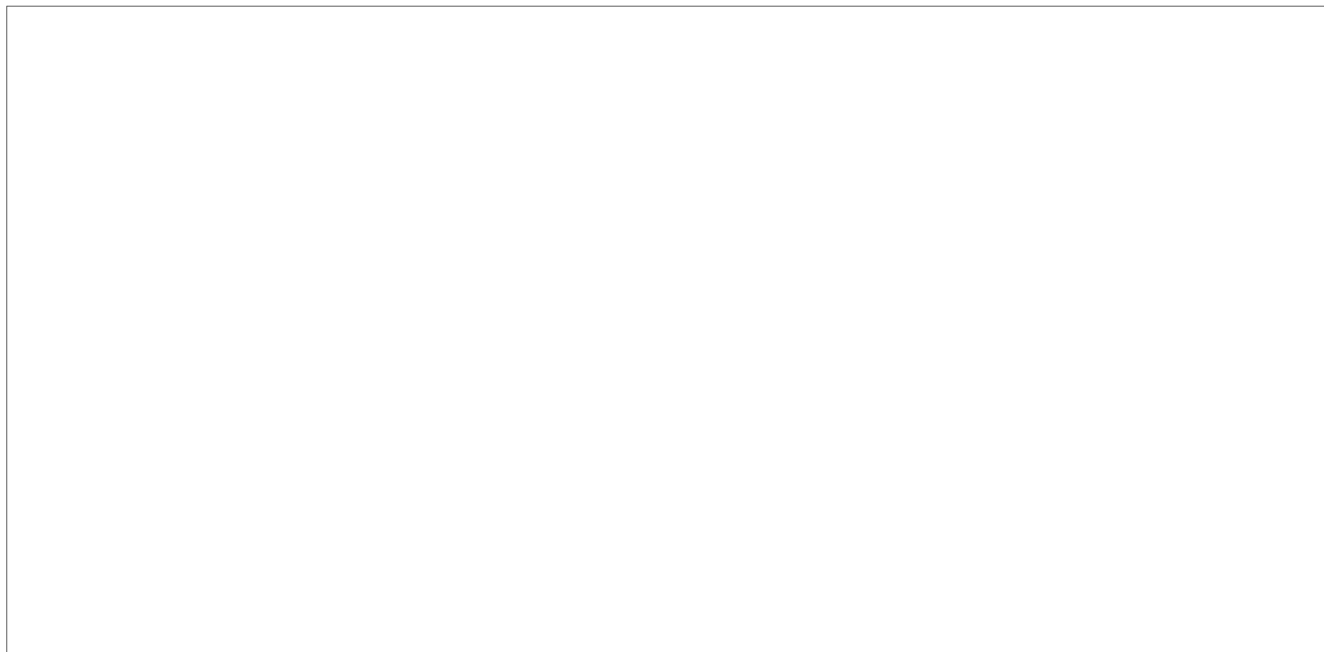
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SUBJECT: Weekly Report for Period Ending 16 November 1984

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:



d. The fifth running of the Analysis Training Course (ATC) ended on 9 November. [] DI-bound career trainees participated. Both the DDI and ADDI addressed the group. Based on student and instructor critiques of the previous running, the course was reduced this time in length from seven to four weeks and the two-week segment conducted [] was moved nearer to the beginning of the course. These changes in design were well received by the students, whose evaluations were the most positive ever received by the ATC.

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e. An OSS motion picture film entitled "OSS Camera Report - China, Burma, India" was transferred to the National Archives and Records Service (NARS). The transfer was in response to a request from an OSS veterans group who wanted a film clip of General Donovan to use in a movie they are making. As a result of this specific transfer, arrangements are being made to have a NARS appraiser come to the Agency to review and schedule approximately 62 cubic feet of OSS movie film. Any declassified films appraised as permanent can then be included with the OSS paper records that are being systematically transferred to NARS.

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f. A meeting was held at GSA on 13 November to reschedule that portion of the construction agreed to be set aside for small business. A new bid package will be created and turned over to GSA in January 1985. The bid package will contain security checkpoints, paving, curbing, site lighting, and landscaping.

h. During the reporting period, the CIA Polygraph School received a formal certificate of accreditation awarded by the American Polygraph Association.

j. The Office of Data Processing developed a data base for the Office of the Comptroller that will be used to prepare briefing materials for Congressional briefings.

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3. Significant activities anticipated during the coming week:

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On Tuesday, 20 November, the DDA will travel to [redacted] for briefings [redacted] concerning the shielded enclosure program. There will be an inspection of [redacted] which has been completed and is now being tested. The DDA will be accompanied by the Deputy Chief, SE Division/DO, the Director of Security, and other Headquarters officials who are working with the shielded enclosure program.

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[redacted]
Harry E. Fitzwater

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